

**Minutes of the Regular Meeting of the
Buena Vista Planning and Zoning Commission
July 15, 2009**

Call to Order

Chairwoman Baker called the meeting to order at 6:02 p.m. at the Buena Vista Community Center, Pinon Room 715 East Main Street, Buena Vista, Colorado.

Pledge of Allegiance

Chairwoman Baker led the Pledge of Allegiance.

Roll Call

Chairwoman Baker called for the roll. Deputy Town Clerk Dixon took the roll and declared a quorum. In attendance were Chairwoman Baker, Commissioners Selby, Woodhouse, Keller and Palmer. Also present was Town Planner Shannon Haydin.

Agenda Adoption

Chairwoman Baker called for amendments to the agenda. **Motion #1 Commissioner Palmer moved to approve the agenda as presented. Commissioner Woodhouse seconded. Motion carried unanimously.**

Approval of the Minutes

Chairwoman Baker called for approval of the July 1, 2009 minutes, there were no changes. **Motion #2 Commissioner Woodhouse moved to approve the minutes as presented. Commissioner Palmer second. Motion carried unanimously.**

Public Comment Period

Chairwoman Baker asked if there were any public comments.

Chris Martin 32220 CR 361 Wanted to discuss renewable energy and wind generators. The county plan will not be complete by the end of the year and would like to help with the process. Chairwoman Baker would like for him to come and speak with us. She had the opportunity to meet the Mayor of Boulder and he would be willing to speak to the Planning and Zoning Commission. He has a home here and would like to participate.

New Business

A. Cottage Glen Final Plat

Planner Haydin gave a brief history of the Cottage Glen plats and the responses from the referral agencies. Staff recommends approval of the Final Plat with the following conditions that must be met prior to the Board of Trustees meeting and Public Hearing scheduled for August 11, 2009:

1. Final Plat must describe the 20-foot wide water distribution easement.
2. Changes to construction drawings as follows:

Sheet 1: Water supply notes: Class 50 or PC350 ductile iron pipe and thrust blocks along with mega-lug joint restraints should be used.

Sheet 2 and Sheet 3 should denote 3" of asphalt thickness.

Sheet 4- At Stat #7 + 12.55- Redesign with 45 degree bends.

3. The elevation of the 100-year floodplain is shown on the Final Plat.

4. The location of the recreation trail and an associated easement is shown on the Final Plat.

5. The following conditions of the Preliminary Plan Approval have not been met:

That "flow arrows" and "grading contours" be included in the final plat and make it clear how drainage will pass through/under Cottage Lane where the existing pond is located and how development of Cottage Lane will not affect or impact the FEMA flood zone. *These were shown on the Construction Drawings, but not on the Final Plat as requested.*

6. Compliance with the following conditions is pending comments from SGM:

1. That discrepancy regarding the legal description be corrected so that the legal description in the Dedication and Owners Certificate on the title page matches the exterior as platted.
2. That the subdivision tie corner (Northeast Corner of Section 17) be labeled.
3. That the North-South lot lines for Lots 1-5 and 7-9 have bearing labels.
4. That it be demonstrated prior to final plat that material for a rain garden will be suitable, including appropriate ability to hold water.
5. That details regarding shallow utilities be provided at final plat, including how the 8" water line will cross the existing pond area and allow drainage at approximately the same depth as the typical water line.
6. That detail regarding ADA accessibility for trails and crosswalks be provided at time of final plat.
7. That traffic sign detail (e.g. stop signs) be provided at time of final plat.
8. That the final plat show utility easements for electric lines as they currently exist or the electric lines be re-routed at developer's expense so that they fall within the platted utility easements.
9. That Division of Wildlife (DOW) conservation easement on the south border of the Vessey Parcel be surveyed and marked to make sure the subdivision does not infringe on the legal easement.
10. That prior to final plat the location of the existing trail lying on the "Area of Unknown Ownership" and the legal trail easement be verified to be sure it is not being covered by the proposed road.

Cameron Wilkins Crabtree Group reviewed the staff recommendations of approval.

A lengthy discussion followed regarding staff recommendations. **Motion #3** by Commissioner Woodhouse, seconded by Commissioner Selby, to recommend approval with the conditions presented by staff as amended.

- Number 2 remains with staff reviewing the 2-inch asphalt vs. 3-inches
- Number 3 remains
- Number 4 is amended to re-label the trails as public or private on sheet 3
- Number 5 is removed
- Number 6 is to be replaced by the comments of SGM as of July 13, 2009 with the exception of the 50 scale recommended change.
- Number 7 is to review the contents of the covenants.

Motion carried unanimously.

A. Brookdale re-subdivision

Shannon gave a brief history of the Brookdale re-subdivision and recommended the following:

Staff Recommendation: Staff recommends that the Planning and Zoning Commission recommend approval of the Re-Plat of a portion of Lots 8-19, 24-36 and a vacated alley, Block 44, in the Brookdale Subdivision.

1. Issues related to CDOT access are resolved prior to final approval.
2. Square footage of each lot is indicated on the final plat (under labels for each lot).
3. Setback distances for all existing buildings are shown to the property line.
4. Square footage of existing buildings is shown.
5. Legal description is updated.

Action Requested: Approve the re-subdivision as requested with conditions outlined above. Pursuant to Section 17-66(c) of the Municipal Code, the waiver request can be approved at the sole discretion of the Board of Trustees, no action by the Planning and Zoning Commission is necessary for the waiver request.

A brief discussion followed. **Motion#4** by Commissioner Selby motioned, seconded by Commissioner Woodhouse, to recommend approval to the Board of Trustees of the Re-Subdivision of the Brookdale Subdivision with the following conditions:

1. Issues related to CDOT access are resolved prior to final approval; including any easements that may or may not need to be shown of the Final Plat.
2. Setback distances for all existing buildings are shown to the property line.
3. Square footage of existing buildings is shown.
4. Legal description is updated.

Motion carried unanimously.

Motion #5 by Commissioner Selby motioned, seconded by Commissioner Woodhouse, to recommend to the Board of Trustees to waive the requirements of the re-subdivision process as allowed under section 17-66(c) of the Municipal Code. Motion carried unanimously.

Old Business

A. Jed Selby presentation on Sustainable Growth

Commissioner Selby made a presentation on sustainable growth and its effect on different areas.

CHAFFEE COUNTY REPORT

Planner Haydin reported on the updating of the Buena Vista zoning map with Chaffee County and creating a digital copy for the computer that will be added to the website at a later date. Planner Haydin has an appointment tomorrow with Don Reimer regarding the IGA.

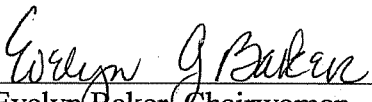
STAFF REPORT

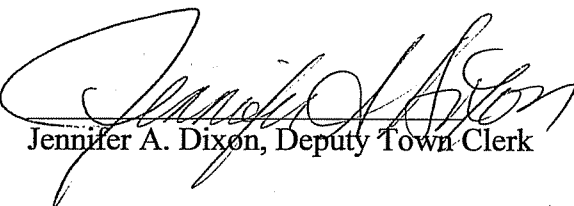
Planner Haydin announced the hiring of the new Code Enforcement Officer/Planner Technician Lisa Malde.

ADJOURNMENT

Motion #7 by Commissioner Selby, seconded by Commissioner Keller, adjourn. Motion passed unanimously. Meeting adjourned at 9:10 pm.

Respectfully submitted,


Evelyn Baker, Chairwoman


Jennifer A. Dixon, Deputy Town Clerk